

**Agenda**

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**Board of Directors Study Session**

**HOLLAND BOARD OF PUBLIC WORKS  
625 HASTINGS AVENUE  
HOLLAND, MICHIGAN**

**October 19, 2009  
4:00 p.m.**

<b>STUDY AGENDA</b>	<ol style="list-style-type: none"><li><b>1. CALL TO ORDER</b></li><li><b>2. COMMUNICATIONS from the AUDIENCE</b></li><li><b>3. FREEDOM OF INFORMATION ACT</b></li><li><b>4. MEETING CONDUCT and RULES</b></li><li><b>5. CONFLICT of INTEREST</b></li><li><b>6. FRANCHISES / AGREEMENTS WITH OTHER GOVERNMENTAL ENTITIES</b></li></ol>
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*Accommodations are available for persons with disabilities.  
If you need any aid, please contact the Holland Board of Public Works  
at 616/355-1575  
in advance of this meeting*

**AUDIENCE PARTICIPATION:**

*Members of the audience may address the Board of Directors during public hearings  
and under "Communications from the Audience".  
Audience participation includes stating name and address and limiting speaking time  
to five minutes.*



# Holland Board of Public Works

## Orientation Handbook for HBPW Directors

Andrew J. Mulder and Nicholas R. Dekker  
Cunningham Dalman, P.C.  
September 28, 2009

# Sources of Power: Home Rule Powers

- Constitutional Authority
  - Article 7, Section 24 of the Michigan Constitution
- Statutory Authority
  - Michigan Home Rule Cities Act - MCL 117.1 (et seq.)

# [ City Charter Provisions ]

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- Source of Authority
- Establishment of Board
- Employee Status

# [ City Charter Provisions ]

- Utility Functions
  - Water and Electric
  - Sewer
  - Fiber Optic
  
- Budget and Contracts
  - Rates
  
- Payment in Lieu of Taxes

# [ Open Meetings Act ]

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- Requirement of Public Meetings
- Closed Door Sessions
  - Exemptions
  - Procedure
- Committee Meetings
- Violations/Sanctions

# Freedom of Information Act

- Requirement of Public Information
- BPW FOIA Policy
- Exemptions
- Electronic Communication
- Violations/Sanctions

# [ Conflicts of Interest ]

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- Pecuniary Interest
- Appearance of Conflict
- Voidability of Contracts

# [ Delivery of Utility Services ]

- Electric
- Sewer
- Water